


## COUNCIL POLICY

Community Grants	<b>Adopted By Council:</b>	01/12/98	
	<b>Date/s Revised:</b>	18/08/10, 18/10/11 26/2/14, 24/01/2019	
	<b>Next Review Date:</b>	02/22	
	<b>Document No:</b>	CP004	
	<b>Directorate:</b>	Organisational Performance & Community Services	
	<b>Responsible Officer:</b>	Tourism & Community Development Program Leader	

### CONTEXT

The Community Grants Program is a valuable tool for the Borough of Queenscliffe enhancing good governance and strengthening communities. This is achieved by empowering individuals and community organisations to respond collectively to community needs.

The Community Grants Program is based on community development principles focusing on community building and strengthening. This is achieved by assisting community groups and organisations to deliver practical community building outcomes at the local level.

### PURPOSE

The purpose of this policy is to provide a Community Grants Program that aims to enable community groups to further meet the needs of the wider community in a partnership relationship with Council.

### DEFINITIONS

**Community Grants** Financial support of up to \$2,000 to not-for-profit organisations within the Borough of Queenscliffe

### POLICY

Council has the discretion to decide the amount of funds allocated yearly to the Community Grants Program.

#### 1. Priorities For Funding

The priorities for funding are shaped by Council's Vision and Objectives and are further identified through Council's various planning processes. Projects must fit within one of the following priorities:

- Projects that increase opportunities for particular population groups – young people, older adults, people with disabilities
- Projects that improve communities' access to information about local and regional services, programs and events

- Projects that improve community facilities
- Projects that increase the range of community, recreation, sport, arts, heritage or cultural activities
- Projects that protect and enhance the natural environment

## **2. Funding Categories**

Funds will be provided for projects and activities that fall into the following broad categories:

- Community Support and Inclusion  
eg. Projects, events or activities that address social isolation, accessibility and/or provide community celebrations or events
- Leisure and Recreation  
eg. Projects or activities that promote recreation, physical activity and participation
- Minor Equipment  
Priority will be given to groups that demonstrate access for all, shared use of community facilities and equipment
- Arts & Culture  
Priority will be given to projects that strengthen participation in arts activities and contribute to the cultural life of our community

## **3. Eligibility**

Organisations must be a not for profit group. If an organisation is not incorporated they must be auspiced by an incorporated association.

Religious organisations are eligible to apply for program grants only where the program is accessible to all members of the community.

## **4. How Projects Are Assessed**

Projects will be assessed according to the criteria set out in the Community Grants Program Guidelines. Applications are assessed by the Community Grants Reference Group and final decisions are formally endorsed by Council.

## **5. Community Grants Reference Group**

The Community Grants Reference Group will consist of at least one (1) Councillor, three (3) Community Members, and council officers as necessary.

Expressions of interested will be invited from the community to participate on the Community Grants Reference Group. Membership to the Reference Group will be considered confidentially and appointed by Council.

## **6. Conditions of Funding**

Individual organisations can only apply for one grant each year and Council reserves the right to consult with the Committee of Management at multi use facilities to assist in determining the priority of projects.

Organisations must sign a funding agreement and adhere to the conditions and guidelines contained in that agreement, including grant acquittal requirements.

While the maximum grant will be \$2000, Council reserves the right to consider funding larger projects.

#### **CONTINUOUS IMPROVEMENT**

This policy will be reviewed on a continuous basis, but as a minimum every three years from the date of adoption.

#### **OTHER REFERENCES**

Borough of Queenscliffe Community Grants Program Guidelines and Application Form

END